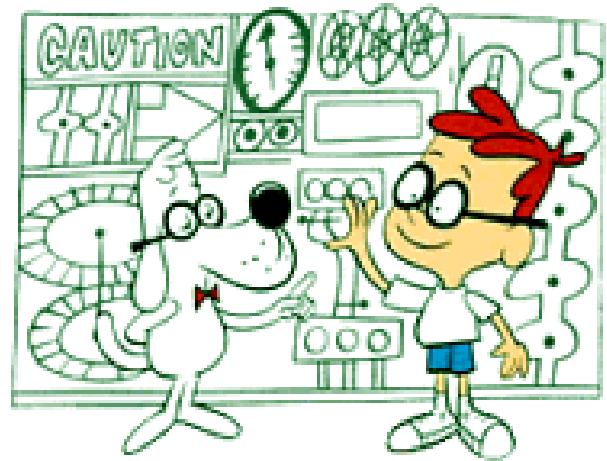




Visiting the Future: ConWrite 6



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Updated: November 14, 2003



How to Use Version 6 Features

- Briefing is separated in sections for the:
 - Buyer
 - Boss
 - PR Meister
 - CloseOut Meister
 - ConWrite Administrator
- This is the Boss's Briefing



Version 6.0 screens

ConWrite Login

ConWrite

5.5.0

Never do card

Database

V60 DATABASE

Database is l:\conwrite

Exit

Buy Plans and Milestones

File Tools Reports SetUp

No new PRs Adv Search

Buyer CHRISTOPHER D. MILLER

BuyPlan Number	Next Open Milestone	Next Due Date	*	Tickler Due	Tickler Note
FA8507-04-C-0018 P00001	Procurement Started	20 Oct 2003			
FA8507-04-C-0028	Acquisition Strategy Panel Comp	29 Oct 2003		28 Nov 200	Dr Dave re-dating DD 1423
FA8507-04-C-0030	Procurement Started	21 Oct 2003			
FA8507-04-D-0019 0001	Pre-Procurement Activity Started	20 Oct 2003		05 Nov 200	Leon late with latest lies
FA8507-89-C-9393 P00002	Procurement Started	25 Sep 2003		20 Nov 200	George getting Gov't Property

ConWrite - Workbasket

File Tools Reports Setup Admin Expert Help

Find first action starting with:

MSG PKB Buyer: SEAN G. HALPIN

Contract Document	Type Action	Last Updated	PDF
FA8770-03-C-0004	CONTRACT	30 Oct 2003	1
FA8620-02-C-0001	CONTRACT	22 Oct 2003	1
FA8770-03-2-0024	COOP AGREE	18 Jul 2003	0
FA8620-02-2-0000	COOP AGREE	28 Oct 2003	1
FA8770-03-D-0001 0003	DO	29 Oct 2003	0
FA8770-03-D-0002 0001	DO	31 Jul 2003	0
FA8620-02-D-0000 0001	DO	29 Oct 2003	1
FA8770-03-D-0001 0002	DO	23 Apr 2003	1
FA8620-02-G-0000 0001	DO	29 Oct 2003	0
FA8770-03-D-0002 0002	DO	24 Sep 2003	1
FA8770-03-D-9099 000002	DO MOD	31 Jul 2003	0
FA8770-03-D-0001 000201	DO MOD	24 Sep 2003	1
FA8770-03-D-0003 000101	DO MOD	29 Apr 2003	1
FA8770-02-1-0000	GRANT	30 Oct 2003	1
FA8770-03-1-0022	GRANT	18 Jul 2003	1
FA8770-03-1-0005	GRANT	22 Apr 2003	1
FA8620-02-1-0000	GRANT PROF	28 Oct 2003	1
FA8770-03-C-0003 P00002	MOD	30 Oct 2003	1
FA8770-03-C-0002 P00001	MOD	30 Jul 2003	1
FA8770-03-C-0000 P00001	MOD	24 Sep 2003	1

Buyer's In-process
 Buyer's Awarded
 Buyer's Archived

 Adv Search

 Related to Highlighted
Reviewed by:
15 of 40 documents found.
 Read Only



Topics

Using Version 6:

**How to Review Buy
Plan/Milestones**

How to Route PRs

Bells and Whistles



How to Review Buy Plans and Milestones



Buy Plans and Milestones

Buy Plans and Milestones

File Tools Reports SetUp

Adv Search Buyer IMBOSS

BuyPlan Number	Next Open Milestone	Next Due Date	*	Tickler Due	Tickler Note

NUMBER OF BUY PLANS = 0

Exit Edit Milestones To Work Basket

As boss, you have no Buy Plans, but you have people that work for you who do



Viewing Buy Plans of Another Buyer



Buy Plans and Milestones

No new PRs Adv Search Edit

Buyer: CONNIE J. GROUNDS

BuyPlan Number	Next Open Milestone	Next Due Date	*	Tickler Due
FA8507-04-C-0011	Procurement Started	20 Oct 2003		
FA8507-98-C-2020 P00001	Procurement Started	20 Oct 2003		

IMBOSS
ALPHONSE A. AASYSTEM WHOHOO
CONNIE J. GROUNDS
MERILEE KENNEDY

NUMBER OF BUY PLANS = 2

Exit Edit Milestones To Work Basket

Change Buyer drop-down list to select buyer to review



Sorting

Buy Plans and Milestones

File Tools Reports SetUp

Adv Search Buyer ALPHONSE A. AASYSTEM WHOHOO

BuyPlan Number	Next Open Milestone	Next Due Date	*	Tickler Due	Tickler Note
F11111-01-C-1111	Award Mailed	15 Sep 2003			
F33657-03-F-0003	Solicitation Issued	30 Sep 2003			
F33657-99-D-1234 0002	Proposals/Bids Received	14 Jul 2003			
FA8507-04-C-0001	Procurement Started	29 Sep 2003			
FA8507-04-C-0002	Procurement Started	29 Sep 2003		01 Oct 2003	Figaro will provide list of GFP
FA8507-04-C-0003	Acquisition Strategy Panel Comp	16 Oct 2003			
FA8507-04-C-0004	Acquisition Strategy Panel Comp	22 Oct 2003		29 Oct 2003	Wally's pay-off on big game
FA8507-04-C-0006	Procurement Started	09 Oct 2003			
FA8507-04-C-0007	Pre-Procurement Activity Started	20 Oct 2003			
FA8507-04-C-0008	Procurement Started	20 Oct 2003			
FA8507-04-C-nnnn	Procurement Started	20 Oct 2003			

NUMBER OF BUY PLANS = 19

Click on BuyPlan Number to sort numerically
You can sort on any column



Adding Columns

Buy Plans and Milestones

File Tools Reports **SetUp**

Click to Assign P Select Columns to Display Search Edit

Buyer ALPHONSE A. AASYSTEM WHOHOO

BuyPlan Number	Next Open Milestone	Next Due Date *	Tickler Due	Tickler Note
F11111-01-C-1111	Award Mailed	15 Sep 2003		
F33657-03-F-0003	Solicitation Issued			
F33657-99-D-1234 0002	Proposals/Bids Received			
FA8507-04-C-0001	Procurement Started			
FA8507-04-C-0002	Procurement Started			
FA8507-04-C-0003	Acquisition Strategy Panel			
FA8507-04-C-0004	Acquisition Strategy Panel			
FA8507-04-C-0006	Procurement Started			
FA8507-04-C-0007	Pre-Procurement Activity S			
FA8507-04-C-0008	Procurement Started			
FA8507-04-C-nnnn	Procurement Started			

NUMBER OF BUY PLANS = 19

Exit

Select Columns to Display

Buy Plan Number (can't be unchecked) Check All

Next Open Milestone

Due Date for Next Open Milestone

Start Date of Buy Plan

Award Date (forecasted)

Buyer

Office Symbol of Buyer

Obligation Value

Face Value

Type Document

Standard Scheduled Days - number of workdays to complete effort

Scheduled Days - usually same as Standard unless buyer changed

Age - how many work days since Start Date

Forecasted Days - from Start Date to Award

Days Behind Schedule

Tickler Bomb

Tickler Due Date

Tickler Note

← Clear OK



Adjust Width of Columns

Buy Plans and Milestones

File Tools Reports SetUp

Click to Assign New PR Adv Search **Edit** Buyer ALPHONSE A. AASYSTEM WHOHOO ▾

BuyPlan Number	Next Open Milestone	Next Due Date	Age	Forecasted Days	Days Behind
F33657-99-D-1234 0002	Proposals/Bids Received	14 Jul 2003	60	37	37
FA8507-04-C-0002	Procurement Started	29 Sep 2003	30	30	30
FA8507-04-C-0001	Procurement Started	29 Sep 2003	30	30	30
FA8507-04-C-0006	Procurement Started	09 Oct 2003	22	92	22
FA8507-04-C-0019	Procurement Started	20 Oct 2003	0	54	16
FA8507-04-C-0007	Pre-Procurement Activity Started	20 Oct 2003	0	197	16
FA8507-04-C-0009	Procurement Started	20 Oct 2003	16	73	16
FA8507-04-C-0008	Procurement Started	20 Oct 2003	16	197	16
FA8507-04-C-0015	Procurement Started	20 Oct 2003	16	86	16
FA8507-04-C-0021	Procurement Started	20 Oct 2003	16	64	16
FA8507-04-C-0003	Acquisition Strategy Panel Comp	16 Oct 2003	27	16	16
FA8507-04-C-0005	Procurement Started	22 Oct 2003	16	22	16

NUMBER OF BUY PLANS = 19

Exit Edit Milestones To Work Basket



Need More Details

on Buy Plan or Milestone



Buy Plans and Milestones

File Tools Reports SetUp

Click to Assign New PR Adv Search **Edit** Buyer ALPHONSE A. AASYSTEM WHOHOO ▾

BuyPlan Number	Next Open Milestone	Next Due Date	Age	Forecasted Days	Days Behind
FA8507-04-C-0007	Pre-Procurement Activity Started	20 Oct 2003	0	197	16
FA8507-04-C-0008	Procurement Started	20 Oct 2003	16	197	16
FA8507-04-C-0009	Procurement Started	20 Oct 2003	16	73	16
FA8507-04-C-0012	Procurement Started	20 Oct 2003	16	42	16
FA8507-04-C-0013	Procurement Started	20 Oct 2003	16	42	16
FA8507-04-C-0014	Procurement Started	20 Oct 2003	16	42	16
FA8507-04-C-0015	Procurement Started	20 Oct 2003	16	86	16
FA8507-04-C-0019	Procurement Started	20 Oct 2003	0	54	16
FA8507-04-C-0021	Procurement Started	20 Oct 2003	16	64	16
FA8507-04-C-0025	Procurement Started	20 Oct 2003	16	39	16
FA8507-04-C-0027	Procurement Started	21 Oct 2003	15	99	15

NUMBER OF BUY PLANS = 19

Exit Edit Milestones To Work Basket

Highlight Buy Plan row

Click Edit Milestones button



Edit Milestones

Scheduled vs Actual



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC A) ||| Dr Dave re-dating DD 1423 | 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	
Solicitation Issued	21 Nov 2003	
Proposals/Bids Received	08 Dec 2003	
Price Analysis/Tech Eval/Audit Received	31 Dec 2003	
Negotiations Completed	09 Jan 2004	
Award Mailed	03 Feb 2004	

Show Forecast

On schedule

Procurement Lead Time standard = 70 | 70 |

Procurement Leadtime = Award Mailed – Procurement Started



Edit Milestones

Standard vs Scheduled



Edit Milestones for FA8507-04-C-0027

File Edit

B I U ABC click to create tickler

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	
Acquisition Strategy Panel Completed	13 Nov 2003	
Solicitation Issued	12 Dec 2003	
SOW / SOO Rec'd	12 Dec 2003	
Proposals/Bids Received	05 Jan 2004	
Price Analysis/Tech Eval/Audit Received	28 Jan 2004	
Negotiations Completed	06 Feb 2004	
Award Mailed	24 Feb 2004	

Show Forecast

 View Buy Plan

Procurement Lead Time standard = 70 84

15 work days behind schedule

 Close

If Standard (yellow arrow) is shorter than Scheduled (green arrow),
then Buyer has given himself more time



Edit Milestones

How to Show Forecast



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC A | Dr Dave re-dating DD 1423 | 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	12 Nov 2003
Solicitation Issued	21 Nov 2003	
Proposals/Bids Received	08 Dec 2003	
Price Analysis/Tech Eval/Audit Received	31 Dec 2003	
Negotiations Completed	09 Jan 2004	
Award Mailed	03 Feb 2004	

Procurement Lead Time standard = 70 70

Show Forecast


9 work days behind schedule



Edit Milestones

How to Show Forecast - Result



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC A Dr Dave re-dating DD 1423 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	12 Nov 2003
Solicitation Issued	21 Nov 2003	05 Dec 2003
Proposals/Bids Received	08 Dec 2003	19 Dec 2003
Price Analysis/Tech Eval/Audit Received	31 Dec 2003	14 Jan 2004
Negotiations Completed	09 Jan 2004	23 Jan 2004
Award Mailed	03 Feb 2004	17 Feb 2004

Show Forecast

 View Buy Plan

Procurement Lead Time standard = 70 70 79

9 work days behind schedule





Edit Milestones

Advance Concept - How Buyer Could Change Forecast



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC ABC A Dr Dave re-dating DD 1423 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	12 Nov 2003
Solicitation Issued	21 Nov 2003	05 Dec 2003
Proposals/Bids Received	08 Dec 2003	19 Dec 2003
Price Analysis/Tech Eval/Audit Received	31 Dec 2003	14 Jan 2004
Negotiations Completed	09 Jan 2004	23 Jan 2004
Award Mailed	03 Feb 2004	17 Feb 2004

Show Forecast

9 work days behind schedule

Procurement Lead Time standard = 70 70 79



Edit Milestones

Advance Concept - How Buyer Could Change Forecast 2



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC

Milestones

- Procurement Started
- Acquisition Strategy Panel
- Solicitation Issued
- Proposals/Bids Received
- Price Analysis/Tech Eval/A
- Negotiations Completed
- Award Mailed

Procurement Lead Time

Calendar

PICK YOUR OWN PUMPKINS

2003 << 2003 >>

November <<>>

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Today Blank

← Ok

D 1423 28 Nov 2003

Actual

003	21 Oct 2003
003	12 Nov 2003
003	05 Dec 2003
003	19 Dec 2003
003	14 Jan 2004
004	23 Jan 2004
004	17 Feb 2004

Show Forecast

[View Buy Plan](#)

79

9 work days behind schedule

Close



Edit Milestones

Advance Concept - How Buyer Could Change Forecast 3



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC ABC A) Dr Dave re-dating DD 1423 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	12 Nov 2003
Solicitation Issued	21 Nov 2003	21 NOV 2003
Proposals/Bids Received	08 Dec 2003	19 Dec 2003
Price Analysis/Tech Eval/Audit Received	31 Dec 2003	14 Jan 2004
Negotiations Complete		23 Jan 2004
Award Mailed		17 Feb 2004

Show Forecast

This future date will be considered a Forecast date

OK Cancel

79

9 work days behind schedule

Close



Edit Milestones

Advance Concept - How Buyer Could Change Forecast - Result



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC A Dr Dave re-dating DD 1423 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	12 Nov 2003
Solicitation Issued	21 Nov 2003	21 Nov 2003
Proposals/Bids Received	08 Dec 2003	08 Dec 2003
Price Analysis/Tech Eval/Audit Received	31 Dec 2003	31 Dec 2003
Negotiations Completed	09 Jan 2004	09 Jan 2004
Award Mailed	03 Feb 2004	03 Feb 2004

Show Forecast

On schedule

Procurement Lead Time standard = 70 70 70



Edit Milestones

ToolTip Information



Edit Milestones for F33657-03-F-0003

File Edit

B I U ABC click to create tickler

Milestones	Scheduled	Actual
Procurement Started	26 Sep 2003	26 Sep 2003
Acquisition Strategy Panel Completed	29 Sep 2003	26 Sep 2003
Solicitation Issued	30 Sep 2003	...
Proposals/Bids Received	03 Oct 2003	Updated on 12 Nov 2003
Price Analysis/Tech Eval/Audit Received	09 Oct 2003	08 Oct 2003
Negotiations Completed	14 Oct 2003	10 Oct 2003
Award Mailed	23 Oct 2003	22 Oct 2003

Show Forecast

[View Buy Plan](#)



1 work days ahead of schedule

Procurement Lead Time standard = 32 18 17

[Close](#)

If you hold your mouse over Actual Date, the tooltip will tell you when the date was last updated.



Edit Milestones

Tooltip over Forecasted Date

Edit Milestones for FA8507-04-C-0028

File Edit

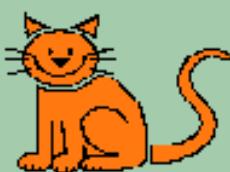
B I U ABC A Dr Dave re-dating DD 1423 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	12 Nov 2003
Solicitation Issued	21 Nov 2003	21 Nov 2003
Proposals/Bids Received	08 Dec 2003	Forecasted Date Entered by Buyer
Price Analysis/Tech Eval/Audit Received	31 Dec 2003	31 Dec 2003
Negotiations Completed	09 Jan 2004	09 Jan 2004
Award Mailed	03 Feb 2004	03 Feb 2004

Show Forecast View Buy Plan

Procurement Lead Time standard = 70 70 70

On schedule



Close



Edit Milestones

Journal: You may never have to talk to the Buyer again



Edit Milestones for F33657-03-F-0003

File Edit

B I U ABC A click to create tickler

Milestones	Scheduled	Actual
Procurement Started	26 Sep 2003	26 Sep 2003
Acquisition Strategy Panel Completed	29 Sep 2003	26 Sep 2003
Solicitation Issued	30 Sep 2003	27 Nov 2003

9/26 - I'm behind schedule because the **engineer won't give me the DD 1423**
9/27 - Received DD 1423, but I'm too tired to work on it.
9/28 - Spent day rehashing 24
9/29 - Spent day rehashing Survivor
9/30 - Took day off
10/1 - 10/31 File lost behind desk
11/12 - Finally getting stuff together, **should have out soon !**

Show Forecast

[View Buy Plan](#)



39 work days behind schedule

Proposals/Bids Received	03 Oct 2003	02 Dec 2003
Price Analysis/Tech Eval/Audit Received	09 Oct 2003	08 Dec 2003
Negotiations Completed	14 Oct 2003	10 Dec 2003
Award Mailed	23 Oct 2003	19 Dec 2003

Procurement Lead Time standard = 32 18 57

[Close](#)



Edit Milestones

Tickler: Reminder system for Buyer



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC Dr Dave re-dating DD 1423 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	12 Nov 2003
Solicitation Issued	21 Nov 2003	21 Nov 2003
Proposals/Bids Received	08 Dec 2003	08 Dec 2003
Price Analysis/Tech Eval/Audit Received	31 Dec 2003	31 Dec 2003
Negotiations Completed	09 Jan 2004	09 Jan 2004
Award Mailed	03 Feb 2004	03 Feb 2004

Show Forecast

On schedule

Procurement Lead Time standard = 70 70 70



Edit Milestones

Tickler: Buyer can change info and due date



Edit Milestones for FA8507-04-C-0028

File Edit

B I U ABC A | Dr Dave re-dating DD 1423 | 28 Nov 2003

Milestones	Scheduled	Actual
Procurement Started	21 Oct 2003	21 Oct 2003
Acquisition Strategy Panel Completed	29 Oct 2003	12 Nov 2003
Solicitation Issued	21 Nov 2003	21 Nov 2003
Proposals/Bids		c 2003
Price Analysis,		c 2003
Negotiations C		n 2004
Award Mailed		b 2004

Show Forecast

Buy Plan Tickler

Dr Dave re-dating DD 1423

Due Date
28 Nov 2003 Delete

← Save

On schedule

Close



Tickler

On Buy Plan and Milestones



Buy Plans and Milestones

File Tools Reports SetUp

Click to Assign New PR Adv Search Edit Buyer ALPHONSE A. AASYSTEM WHOHOO

BuyPlan Number	Next Open Milestone	Next Due Date	*	Tickler Due	Tickler Note
FA8507-04-C-0008	Procurement Started	20 Oct 2003		28 Nov 200	Dr Dave re-dating DD 1423
FA8507-04-C-0015	Procurement Started	20 Oct 2003			
FA8507-04-C-0014	Procurement Started	20 Oct 2003			
F33657-03-F-0003	Proposals/Bids Received	03 Oct 2003			
FA8507-04-C-0019	Procurement Started	20 Oct 2003			
FA8507-04-C-0025	Procurement Started	20 Oct 2003			
FA8507-04-C-0021	Procurement Started	20 Oct 2003			
FA8507-04-C-0013	Procurement Started	20 Oct 2003			
FA8507-04-C-0009	Procurement Started	20 Oct 2003			
FA8507-04-C-0027	Procurement Started	21 Oct 2003			
F33657-03-F-1234 0002	Proposals/Bids Received	14 Jul 2003			

NUMBER OF BUY PLANS = 19

Exit Edit Milestones To Work Basket



How to Route PRs



How to Route PR to Buyer



Buy Plans and Milestones

File Tools Reports SetUp

Adv Search

Buyer IMBOSS

Click to Assign New PR

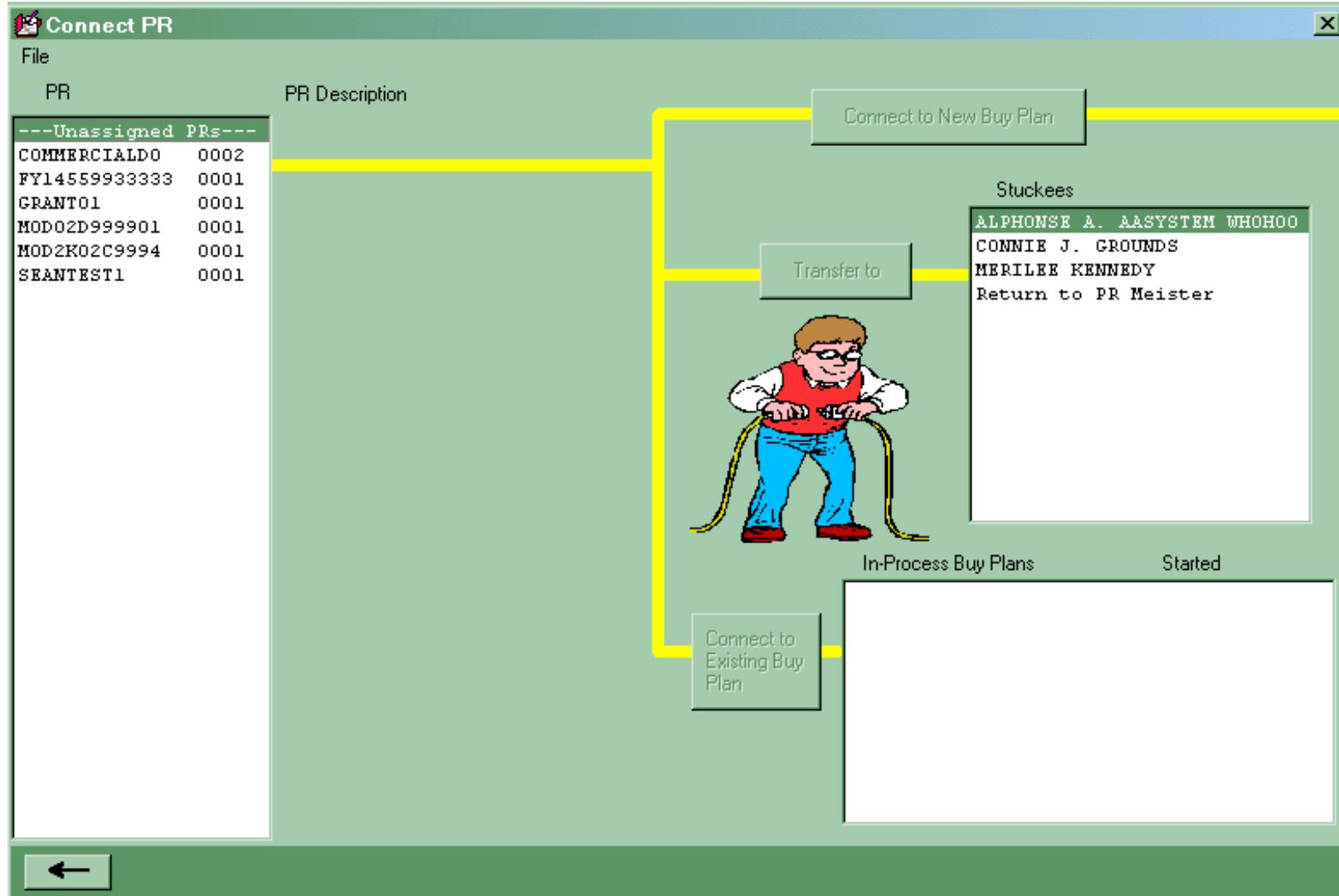
BuyPlan Number Next Open Milestone Next Due Date * Tickler Due Tickler Note

NUMBER OF BUY PLANS = 0

A yellow arrow points to the "Click to Assign New PR" button.



How to Route PR to Buyer





How to Route PR to Buyer

Highlight PR, Highlight Buyer, click Transfer to



Connect PR

File

PR

PR Description

---Unassigned PRs---

COMMERCIALDO	0002
FY14559933333	0001
GRANT01	0001
MOD02D999901	0001
MOD2K02C9994	0001
SEANTEST1	0001

PR: MOD2K02C9994 0001

Date Received: 28 Oct 2003

Quantity: 1

Appropriation: 23222222

Obl: \$ 690,000.00

Ship To:

Mark For:

Description:

Add Funding

Connect to New Buy Plan

Transfer to

Stuckees

ALPHONSE A. AASYSTEM WHOHOO
CONNIE J. GROUNDS
MERILEE KENNEDY
Return to PR Meister

In-Process Buy Plans

Started

Connect to Existing Buy Plan

←



Bells and Whistles

Things that are nice-to-know but not essential.



Control Font Size



Buy Plans and Milestones

File Tools Reports SetUp

Click to Assign P

Select Columns to Display

Font Size ▶

Search Edit

Buyer CHRISTOPHER D. MILLER

BuyPlan Number	Next Open Mile:	Search	Edit	Buyer	CHRISTOPHER D. MILLER
F55555-03-C-9999	Procurement	8 Pitch			
FA8507-04-C-0018 P00	Procurement Started	10 pitch			
FA8507-04-C-0028	Proposals/Bids Received	12 pitch	▼	12 Nov 2003	
FA8507-04-C-0030	Procurement Started	20 Oct 2003			
FA8507-04-D-0019 000	Pre-Procurement Activity St	08 Dec 2003	💣	28 Nov 2003	Dr Dave re-dating DD 1423
FA8507-89-C-9393 P00	Procurement Started	21 Oct 2003			
		25 Sep 2003	💣	05 Nov 2003	Leon late with latest lies
			💣	20 Nov 2003	George getting Gov't Property

NUMBER OF BUY PLANS = 6

Exit Edit Milestones To Work Basket

List Contract Actions Without Buy Plans



Buy Plans and Milestones

File Tools Reports SetUp

Click to Print to Excel
List Contract Actions Without Bu

BuyPlan N	Procuren
F55555-03-C-9999	Procuren
FA8507-04-C-0018 P00001	Procuren
FA8507-04-C-0028	Proposa
FA8507-04-C-0030	Procuren
FA8507-04-D-0019 0001	Pre-Proc
FA8507-89-C-9393 P00002	Procuren

NUMBER OF BUY PLANS = 6

Exit

Microsoft Excel - Rename_This_If_You_Want_to_Save_This.csv			
	A	B	C
470	John Webb	PKB	F33657-03-R-0002
471	Margaret Yarrington	ASC/RAK	F33657-02-1-0001 P00001
472	Margaret Yarrington	ASC/RAK	F34567-02-C-0004
473	Kenneth Zurcher	ASC/RAK	F08635-98-C-0001 P00012
474	Kenneth Zurcher	ASC/RAK	F12345-02-R-0000 0001
475	Kenneth Zurcher	ASC/RAK	F29601-01-1-0001
476	Kenneth Zurcher	ASC/RAK	F29601-01-1-0002
477	Kenneth Zurcher	ASC/RAK	F29601-01-2-0000
478	Kenneth Zurcher	ASC/RAK	F29601-01-C-0001
479	Kenneth Zurcher	ASC/RAK	F29601-01-C-0002
480	Kenneth Zurcher	ASC/RAK	F29601-02-R-0000
481	Kenneth Zurcher	ASC/RAK	F33657-01-C-0022 P00002
482	Kenneth Zurcher	ASC/RAK	F33657-01-C-0022 P00005
483	Kenneth Zurcher	ASC/RAK	F33657-02-1-0020
484	Kenneth Zurcher	ASC/RAK	F33657-02-1-0020 P00001
485	Kenneth Zurcher	ASC/RAK	F33657-02-R-0044
486	Kenneth Zurcher	ASC/RAK	F33657-93-G-3044 000802
487	Kenneth Zurcher	ASC/RAK	F33657-99-C-1236 P00002
488	Kenneth Zurcher	ASC/RAK	F33657-99-C-2044 P00009
489	Kenneth Zurcher	ASC/RAK	F33657-99-C-2044 P00010
490	Kenneth Zurcher	ASC/RAK	F34567-02-M-0001
491	Kenneth Zurcher	ASC/RAK	F49620-00-1-0328 P00004
492			
493	Number of Actions: 490		
494			
495			
496	Search run on 12 Nov 2003 10:41		
497			



Advance Search



Buy Plans and Milestones

File Tools Reports SetUp

Adv Search Buyer CHRISTOPHER D. MILLER

BuyPlan Number	Next Open Milestone	Next Due Date	*	Tickler Due	Tickler Note
F55555-03-C-9999	Procurement Started	12 Nov 2003			
FA8507-04-C-0018 P00001	Procurement Started	20 Oct 2003			
FA8507-04-C-0028	Proposals/Bids Received	08 Dec 2003	●	28 Nov 200	Dr Dave re-dating DD 1423
FA8507-04-C-0030	Procurement Started	21 Oct 2003			
FA8507-04-D-0019 0001	Pre-Procurement Activity Started	20 Oct 2003	●	05 Nov 200	Leon late with latest lies
FA8507-89-C-9393 P00002	Procurement Started	25 Sep 2003	●	20 Nov 200	George getting Gov't Property

NUMBER OF BUY PLANS = 6

Exit Edit Milestones To Work Basket



Advance Search 2



Advance Search Buy Plans

File Search Library

LIMIT TO

In-process
 Awarded

 This Buyer's Buy Plans
 This Office Symbol **MSG/PI**

 Buy plans that start with **FA8507**

Obligation - at least \$ **100,000**
 Obligation - no more than \$ **1,000,000**

 Face Value - at least \$ **250,000**
 Face Value - no more than \$ **2,000,000**

LIBRARY

< unnamed >

Select all Buy Plans
that are assigned to MILLERCD,
with Buy Plan numbers that start with FA8507,
that are in-process or awarded,
which were awarded, between 10/01/2003 and
10/23/2003,
with a obligation amount of \$100,000 or more,
with a obligation amount of \$1,000,000 or less,

TYPE LIMITATIONS

Contracts

Competitive
 Sole Source
 SBIR
 BAA/PRDA
 IFB
 Undefined

Mods

Funding
 Bilateral
 Unilateral
 Undefined

Orders

Purchase Orders
 Delivery Orders
 Task Orders
 Undefined Order

Other

Assistance Instruments
 BOA

TEMPORAL LIMITATIONS

Limit to Buy Plans **Awarded**

This month: November
 This quarter: October to December
 This fiscal year: Oct 1 to today
 Between **01 Oct 2003** and **23 Oct 2003**

and

COLUMNS TO DISPLAY

Next Open Milestones Std Scheduled Days
 Next Due Date Scheduled Days
 Start Date Age
 Award Date Forecasted Days
 Buyer Days Behind Schedule
 Office Symbol Tickler Picture
 Obligation \$ Tickler Due Date
 Face \$ Tickler Note

← Clear Search

Concept to remember: If you leave everything blank, you will get everything. The purpose of the Advance Search screen is to limit your search.



Advance Search 3



Advance Search Buy Plans

File Search Library

LIMIT TO

In-process
 Awarded

 This Buyer's Buy Plans
 This Office Symbol

 Buy plans that start with

 Obligation - at least \$
 Obligation - no more than \$

 Face Value - at least \$ **1,000,000**
 Face Value - no more than \$

LIBRARY

Open Library Save to Library

< unnamed >

Select all Buy Plans
with a face value of \$1,000,000 or more,
limit to competitive contracts

TYPE LIMITATIONS

Contracts

Competitive
 Sole Source
 SBIR
 BAA/PRDA
 IFB
 Undefined

Mods

Funding
 Bilateral
 Unilateral
 Undefined

Orders

Purchase Orders
 Delivery Orders
 Task Orders
 Undefined Order

Other

Assistance Instruments
 BOA

TEMPORAL LIMITATIONS

Limit to Buy Plans
 This month: November
 This quarter: October to December
 This fiscal year: Oct 1 to today
 Between and
 November 01 16 46 73 1
 November 01 16 46 73 1

and

COLUMNS TO DISPLAY

Next Open Milestones Std Scheduled Days
 Next Due Date Scheduled Days
 Start Date Age
 Award Date Forecasted Days
 Buyer Days Behind Schedule
 Office Symbol Tickler Picture

 Obligation \$ Tickler Due Date
 Face \$ Tickler Note

Clear

Search

Competitive Actions over \$ 1 million. Change columns to show buyer, face value, office symbol.



Advance Search - Results



Buy Plans and Milestones

File Tools Reports SetUp

Adv Search Buyer ALPHONSE A. AASYSTEM WHOHOO

BuyPlan Number	Buyer	Office Symbol	Face Value	Age
F33657-02-C-0039	Baca, Martin J	AFFTC/PKAE	12,000,000.00	257
FA8620-02-C-0001	Halpin, Sean G	MSG PKB	10,000,000.00	14
F33657-02-C-0051	Baca, Martin J	AFFTC/PKAE	10,000,000.00	255
FA8507-04-C-0008	Aasystem Whohoo, AI	MSG/PIW	10,000,000.00	16
F44444-03-C-4444	Halpin, Sean G	MSG PKB	10,000,000.00	8
FA8507-04-C-0007	Aasystem Whohoo, AI	MSG/PIW	10,000,000.00	0
F33615-01-C-0002	Aaaaaaaaaaa, Aaaa., AAA		10,000,000.00	0
F55555-03-C-9999	Dick, Mr. Brian L	X23	7,000,000.00	0
FA8770-02-D-9998	Martinez, Teresa M	DOEAL	5,000,000.00	18
FA8507-04-C-0015	Aasystem Whohoo, AI	MSG/PIW	5,000,000.00	16
F33657-02-C-0037	Baca, Martin J	AFFTC/PKAE	5,000,000.00	257
FA8507-04-C-0002	Aaaaaaaaaaa, Aaaa., AAA	MSG/PIW	2,000,000.00	16

NUMBER OF BUY PLANS = 31
ADV SEARCH: Select all Buy Plans with a face value of \$1,000,000 or more, limit to competitive contracts



Advance Search - Send Results to Excel



Buy Plans and Milestones

File Tools Reports Set Up

Click to Print to Excel ► Formatted (slow)
List Contract Actions Without BuyPlans Unformatted (fast)

Buyer ALPHONSE A. AASYSTEM WHOHOO

BuyPlan N	Buyer Name	Office Syrr	Face Value	Age
FA8507-04-C-0008	Aasystem Whohoo, AI	MSG/PIW	10,000,000.00	16
FA8507-04-C-0015	Aasystem Whohoo, AI	MSG/PIW	5,000,000.00	16
F11111-01-C-1111	Aasystem Whohoo, AI	MSG/PIW	5,000,000.00	66
FA8507-04-C-0009	Aasystem Whohoo, AI	MSG/PIW	3,000,000.00	16
FA8507-04-C-0004	Aasystem Whohoo, AI	MSG/PIW	2,350,000.00	32
FA8507-04-C-0001	Aasystem Whohoo, AI	MSG/PIW	2,000,000.00	30
FA8507-04-C-0002	Aasystem Whohoo, AI	MSG/PIW	2,000,000.00	30
FA8507-04-C-0006	Aasystem Whohoo, AI	MSG/PIW	2,000,000.00	22
FA8507-04-C-0025	Aasystem Whohoo, AI	MSG/PIW	2,000,000.00	16
FA8507-04-C-0003	Aasystem Whohoo, AI	MSG/PIW	2,000,000.00	27
F33657-03-F-0003	Aasystem Whohoo, AI	MSG/PIW	1,000,000.00	31
FA8507-04-C-0007	Aasystem Whohoo, AI	MSG/PIW	1,000,000.00	15

NUMBER OF BUY PLANS = 19

Exit Edit Milestones To Work Basket



Advance Search - Excel



Microsoft Excel - Book1

File Edit View Insert Format Tools Data Window Livelink Help

Arial 10 B I U \$ % , .00 +00

B2 = Acq Strategy Panel Comp

	A	X	Y
1	BuyPlan Number	Obligation	Face Value
24	F33657-02-C-0062	\$1,000,000.00	\$1,000,000.00
25	F33657-02-C-0051	\$5,000,000.00	\$10,000,000.00
26	F55555-03-C-9999	\$7,000,000.00	\$7,000,000.00
27	F44444-03-C-4444	\$10,000,000.00	\$10,000,000.00
28	FA8770-02-C-0888	\$25,000,000.00	\$25,000,000.00
29	FA8770-01-C-0005	\$5,000,000,000.00	\$5,000,000,000.00
30	FA8620-02-C-0001	\$10,000,000.00	\$10,000,000.00
31	FA8770-02-C-9990	\$1,000,000.00	\$1,000,000.00
32	FA8770-02-D-9998	\$0.00	\$5,000,000.00
33			
34	Number of Actions: 31	\$5,122,000,000.00	\$5,159,000,000.00
35			
36	Select all Buy Plans with a		
37	Search run on 12 Nov 2003 15		
38			



Advance Search - Save to Library



Advance Search Buy Plans

File Search Library

LIMIT TO

In-process
 Awarded

 This Buyer's Buy Plans
 This Office Symbol

 Buy plans that start with

 Obligation - at least \$
 Obligation - no more than \$

 Face Value - at least \$
 Face Value - no more than \$

LIBRARY

< unnamed >

Select all Buy Plans with a face value of \$1,000,000 or more, limit to competitive contracts

TYPE LIMITATIONS

Contracts

Competitive
 Sole Source
 SBIR
 BAA/PRDA
 IFB
 Undefined

Mods

Funding
 Bilateral
 Unilateral
 Undefined

Orders

Purchase Orders
 Delivery Orders
 Task Orders
 Undefined Order

Other

Assistance Instruments
 BOA

TEMPORAL LIMITATIONS

Limit to Buy Plans
 This month: November
 This quarter: October to December
 This fiscal year: Oct 1 to today
 Between and

COLUMNS TO DISPLAY

Next Open Milestones Std Scheduled Days
 Next Due Date Scheduled Days
 Start Date Age
 Award Date Forecasted Days
 Buyer Days Behind Schedule
 Office Symbol Tickler Picture
 Obligation \$ Tickler Due Date
 Face \$ Tickler Note



Advance Search - Save to Library



Save Search to Library

Enter Search Name :

Existing Searches: Save as New

#	Advance Search Name	Delete

Save Search to Library



Advance Search - Open Library



Advance Search Buy Plans

File Search Library

LIMIT TO

In-process
 Awarded

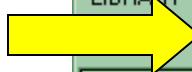
 This Buyer's Buy Plans
 This Office Symbol

 Buy plans that start with

 Obligation - at least \$
 Obligation - no more than \$

 Face Value - at least \$ **1,000,000**
 Face Value - no more than \$

LIBRARY


< unnamed>
Select all Buy Plans
with a face value of \$1,000,000 or more,
limit to competitive contracts

TYPE LIMITATIONS

Contracts
 Competitive
 Sole Source
 SBIR
 BAA/PRDA
 IFB
 Undefined

Mods
 Funding
 Bilateral
 Unilateral
 Undefined

Orders
 Purchase Orders
 Delivery Orders
 Task Orders
 Undefined Order

Other
 Assistance Instruments
 BOA

TEMPORAL LIMITATIONS

Limit to Buy Plans
 This month: November
 This quarter: October to December
 This fiscal year: Oct 1 to today
 Between and

COLUMNS TO DISPLAY

Next Open Milestones Std Scheduled Days
 Next Due Date Scheduled Days
 Start Date Age
 Award Date Forecasted Days
 Buyer Days Behind Schedule
 Office Symbol Tickler Picture

 Obligation \$ Tickler Due Date
 Face \$ Tickler Note



Advance Search - Open Library



Open and Highlight Existing Search from Library X

Enter Search Name:

Existing Searches:

#	Advance Search Name	Delete
1	Competitive Actions over \$ 1 million	Delete

Open Highlighted Search



Local Reports



Buy Plans and Milestones

File Tools Reports SetUp

Click to Print to Excel Search Edit

List Contract Actions Without BuyPlans

Buyer CHRISTOPHER D. MILLER

BuyPlan N	Local Reports	None	Next Due Date	*	Tickler Due	Tickler Note
F55555-03-C-9999	Procurement Started		12 Nov 2003			
FA8507-04-C-0018 P00001	Procurement Started		20 Oct 2003			
FA8507-04-C-0028	Proposals/Bids Received		08 Dec 2003	💣	28 Nov 200	Dr Dave re-dating DD 1423
FA8507-04-C-0030	Procurement Started		21 Oct 2003			
FA8507-04-D-0019 0001	Pre-Procurement Activity Started		20 Oct 2003	💥	05 Nov 200	Leon late with latest lies
FA8507-89-C-9393 P00002	Procurement Started		25 Sep 2003	💣	20 Nov 200	George getting Gov't Property

NUMBER OF BUY PLANS = 6

Exit Edit Milestones To Work Basket

The ConWrite Administrator can create Local Reports that you can run.



End of Boss's Briefing

Any questions ?